

## EAST JOINT PCARSS WORKING GROUP

Meeting Record: East Joint PCARSS Working Group  
Thursday, April 29, 1999

Sponsors: Richard Culbertson, Lockheed Martin  
GES, Moorsetown, NJ (LMCO)  
Janice Hawk, DCMC, HQ

Organizers: Richard Culbertson, LMCO  
Chuck Koneski, LMCO  
Katie Trayers, DCMDE

Facilitator &  
Host Site: Richard Culbertson, LMCO  
Lockheed Martin GES  
Moorestown, NJ

Represented:  
*DCMC* Headquarters  
District East  
DCMC Philadelphia  
DCMC Lockheed Martin Delaware Valley  
*Computer Sciences* Moorestown, NJ  
*Honeywell Corp.* Clearwater, FL  
*L-3 Communication Sys* Camden, NJ  
*Lockheed Martin* Dallas, TX  
Marietta, GA  
Moorestown, NJ  
Orlando, FL  
Owego, NY  
Philadelphia, PA  
*UTC, Sikorsky* Stratford, CT

### Highlights of Meeting:

Mr. Richard Culbertson opened the meeting by addressing the reason why we established the East Joint PCARSS Working Group. The group was established to identify areas where Government and Industry could work together to implement PCARSS, improve performance of the existing system and identify improvement areas.

Mr. Culbertson briefly went over the minutes of the West Joint PCARSS Working Group Minutes, April 15, 1999 and reiterated the mission, goals and objectives of the PCARSS Working Groups. Everyone was in agreement with mission, goals and objectives that were defined.

Ms. Janice Hawk, DCMC discussed the PCARSS Web Page, which is currently in the development stage. Some items that will be posted to the Web Page are best practices learned, helpful instructions to walk you through the system, user's guides, minutes of the PCARSS User Groups Meetings, etc. This will be an unprotected site, so anyone can access the PCARSS Web Page. The URL address is [http://www.dcmc.hq.dla.mil:8080/ref\\_info/pcarss](http://www.dcmc.hq.dla.mil:8080/ref_info/pcarss).

Ms. Hawk also addressed some of the requirements identified for PCARSS Phase II. (See attached list. *Note:* This is not a complete list of all requirements) Any recommendations for improvement by Contractors should be forwarded to the District Representative who will coordinate the suggestions and present them to the PCARSS Core Team. Ms. Katie Trayers is the District Representative for the East and Ms. Marge Salazar is the District Representative for the West.

Mr. Chuck Koneski and Mr. Eric Fassett (LMCO) gave a demonstration on submitting an inventory schedule through the Flat File Transfer (FFT) process and World Wide Web (WWW). Step by step instructions for submitting inventory schedules via FFT will be posted to the PCARSS Web Page.

Point of Contacts and their alternates for the East PCARSS Users Group are as follows:

Facilitator:	Mr. Chuck Koneski, LMCO Mr. Richard Culbertson, LMCO (Alt)
Minutes:	Ms. Katie Trayers, DCMDE Mr. Dave Ryan, DCMC Philadelphia (Alt)
Web Coordinator:	Ms. Janice Hawk, DCMC, HQ Ms. Katie Trayers, DCMDE
Host Site:	Lockheed Martin GES Moorestown, NJ

Meetings will be scheduled monthly with quarterly meetings rotated between the East and the West.

Next meeting:	Recap what was presented at the previous meeting Highlight minutes of the West meeting Share additional information.
---------------	--

If there is anything that you wish to see on the agenda for the next East PCARSS Users Group Meeting, please email Chuck Koneski at [charles.koneski@lmco.com](mailto:charles.koneski@lmco.com) or Rich Culbertson at [richard.culbertson@lmco.com](mailto:richard.culbertson@lmco.com)

## **PARTIAL LIST OF REQUIREMENTS FOR PCARSS PHASE II**

### **GENERAL**

Investigate the latest advances in FFT technology (for example HTML) and if practical add as options to the current PCARSS FFT process.

Investigate the latest advances in Web technology and if practical add as enhancements to the current PCARSS Web application.

Provide the capability for the PLCO to perform a flat file transfer for inventory schedule data submitted from contractors via floppy disk or files attached to email. Also allow scanning of paper inventory schedules into a file that the PLCO can then take and perform a flat file transfer. This will allow input of data from users outside the continental United States (OCONUS) and small contractors without Internet access.

Provide the capability to send automated inventory schedules between prime and subcontractors (to include multi tier subs).

Update users guide to contain explanations of possible errors that users may encounter.

Provide the ability to add sub line items for STE components.

On all screens and printed sheets have the disposal code converted to an in the clear name.

### **CONTRACTOR**

Allow WWW contractor users to be assigned multiple cage codes.

Have the FFT process for submitting inventory schedules kick off the NSN look up so that the NSN look up is completed as the schedule is transferred to the WWW.

Allow edit of minor FFT errors in the PCARSS WWW application.

Expand the drop down box for PLCO codes on the WWW inventory schedule detail screen to include PLCO name.

Provide a search engine to the existing PCARSS WWW application for subcontractor cage codes.

Provide ability to distinguish the disabled functions on the PCARSS WWW toolbar.

In the Sale function, allow contractors to submit bids from their company or employees prior to submitting bids from other bidders.

Provide the ability to send information using FFT for sales data.

Have the bidder list on the WWW Contractor function tie into the sale award function.

#### **CONTRACTOR/PLANT CLEARANCE OFFICER**

Provide the capability to allow contractors and PLCOs to input scrap lists. Allow the PLCO to review, accept or reject the lists and to provide disposition instructions to the contractor for the scrap lists.

Allow automatic updates for source of supply look-ups. Since this is always a one for one match with the NSN, eliminate the current process of having the user select the source of supply codes and have the system update them automatically.

Change the NSN lookup screens on the WWW and PLCO applications to list more than one line item at a time for NSN selection and add a default button that will allow the user to update all NSNs at once if only one NSN is returned for each item or if the user needs to select NO MATCH or NO SELECTION for each item.

Add a remarks field to the inventory schedule on both the PLCO and WWW contractor applications.

Increase the length of the Product Covered by Field and the Part Number Field throughout the application.

Add report buttons to allow printing on WWW Contractor and Screener screens that don't currently have report buttons.

Add drop down boxes with valid Hazardous Material Codes and Precious Metal Codes to the inventory schedules on the PLCO and WWW applications.

Provide an automatic save function when entering inventory schedules on the PLCO and WWW Contractor applications. When the user goes to the next page or next line, system will automatically save the previous data.

Allow WWW contractor and PLCO users to set default for repetitive information such as prime contractor POC, POC phone number and POC fax number so that they don't have to enter it again with each new schedule.

Require PLCO to input comments when editing a requisition and provide PCARSS WWW requisitioners with the capability to view PLCO comments.

Add the ability under requisitions for the PLCO and Web users to enter an entire schedule or case to the requisition.

Provide ability to forward DD Form 1637, DD Form 1640, and DD Form 1348-1 from the PLCO application to the contractor on the WWW application.

Change the sale process to give the PLCO the option of creating a case and assigning the sale number (current procedure) or sending disposition instructions to the contractor to sell items without assigning a sale number and letting the contractor create the sale, assign the sale number, and forward back to the PLCO.

Add a remarks field to the sale award screen on both the PLCO and WWW contractor applications.

Once a sale has been withdrawn or closed, the sale will drop off the sale workload screens on both the PLCO and WWW Contractor applications. New workload screens shall be added to the PLCO and WWW Contractor applications for closed sales and withdrawn sales.

Add a remarks field to the final disposition screens on both the PLCO and WWW contractor applications.

Add a function to allow the PLCO to follow up with the contractor on outstanding disposition actions.

Generate an Inventory Disposal Report in the existing DADS format. Add a line to the existing form to show return to DRMO. Provide the ability to store in the database and forward to the contractors.

Once a case has been withdrawn or closed, both the case and the associated schedules will drop off their respective workload screens on both the PLCO and WWW Contractor applications. New workload screens shall be added to the PLCO and WWW Contractor applications for closed schedules, closed cases, withdrawn schedules, and withdrawn cases.

Distinguish between prime contract and subcontract reports of excess inventory.

Add the status codes to the descriptions following the radio buttons on all PCARSS workload screens.

### **PLANT CLEARANCE OFFICER**

Plant Clearance Officers (PLCOs) are in need of a system to automate the plant clearance referral and requisition processes. The system must also be capable of performing the case closure and overage tracking functions found in the DCMC Automated Disposition System (DADS).

Allow the PLCO to electronically close cases, referrals and sales after all actions are complete.

Provide ability to transfer sales, requisitions and referrals between PLCOs.

Provide an Overage Reason Screen with the same functionality that currently exists in DADS. Screen will be displayed when a PLCO user first logs on to PCARSS (right after the logon screen).

Add fields to the Case Detail screen for: referral number, date closed, overage reason, date reopened, reason reopened, date withdrawn and reason withdrawn.

Provide an inquiry of pending overage cases.

Provide the capability to send automated plant clearance referrals between plant clearance officers. Add required functionality, including workload screens, necessary for the referral process.

Populate block 2 on the DD Form 1637 with the subcontractor's name and address. If there is no subcontractor, the block should be populated with the prime contractor's name and address. Populate block 3, FROM, with the complete PLCO address.

Provide capability to generate, print and forward DD Form 1640, Request for Plant Clearance.

Add a validation table listing each DoDAAC with the office name and address, PLCOs assigned, their phone numbers and their PLCO codes.

Update data fields on the SF 1423, Inventory Verification Survey.

Provide ability to forward SF 1423, Inventory Verification Survey, with associated schedules via email to another government employee.

Change the search for bidder name and address under sale function to bring back all bidders that match search criteria regardless of commodity type/code.

Add the ability to search on bidder lists by City, State, and Zip Code. Allow user to select multiple search criteria (for example five different zip codes).

Add the ability to add an entire case to a sale.

**NOTE: This is only a partial listing.**